Template for the project description

Note that while all sections/main points of the project description are mandatory, some bulleted elements will not be relevant for all types of projects.

Format
- The project proposal should be written in English, be concise and to the point.
- Length*: Max. 10 pages incl. figures/tables and list of references*
- Font: Arial 11 pt or Times New Roman 12 pt or similar, single spacing, min. 2 cm margins. A 9 pt font may be used for the list of references and figure texts.

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1. Project title
The title must correspond to the project content, should be written in English and consist of max. 150 characters. Do not use capital letters only.

2. Introduction
The introduction should provide a focused description of the scientific background for the project and an overview state-of-the-art and key challenges in the field. The academic originality /novelty relative to the research front should be highlighted. Does the proposed project challenge current clinical practice and knowledge and/or current research?

2.1. Needs description
In the eSøknad application form, give a brief account of the expected impact/benefit for patient care and/or disease prevention and/or health service organization and quality in the short and/or long term. Describe for whom the proposed research project will have an impact (target group), and how the results of the project may come to use.

In addition, the project description should be used to explain the importance of the proposal for:
- obtaining new knowledge for the health services
- creating potential for improvement of existing services / practice
- filling knowledge gaps (academic significance)
- creating other societal benefits
- creating opportunities for generalization and a broad application of knowledge

3. Hypotheses, aims and objectives
Hypotheses should be presented clearly with regard to primary and secondary aims. The main and secondary aims should also be stated in the application form (eSøknad) and may be elaborated on further in the project description. The objectives should be clearly defined, concrete and verifiable. Provide a description of:

- Hypotheses
- Short and long term aims, objectives
- Any results expected during the project period

4. Project methodology
Give an overview on how the strategy for project implementation and describe how the project will be managed and completed within the given project period.

4.1. Project arrangements, method selection and analyses
Explain why the specified scientific methods have been chosen. Method choices should be justified, and it should be explained how they are suited to resolving hypotheses and / or specific issues. Alternatively, provide a description of how suitable methods will be developed during the project. How are risks managed, e.g. through alternative strategies?

Provide a description of:
- Necessary equipment, infrastructure and access to resources
- Methods and why these represent an innovative approach in the field (if relevant)
- Study design (clinical trials)
- Statistical power (clinical trials)

4.2. Participants, organization and collaborations
The proposal should include an overview of the project participants and their roles, organization and collaboration.

Provide a description of:
- Project participants and their roles, organization and positioning in the research group
- Competence of the research environment relevant for implementation of the project
- Scope of any external / regional / national / international collaborations

All active partners in the project should be listed in the application form (eSøknad).

4.3. Budget
The budget should be entered in the application form (eSøknad), and the distribution of funds between the participating hospitals/private, non-profit institutions should be made clear. The Budget module in eSøknad has its own text field, in which it is possible to provide detailed information on the use of budgeted funds and resources. If necessary, supplementary details could be stated in the project description. Note that the allocation pr. project is min. 5 million NOK and max. 20 million NOK for the entire project period. The budget should provide a clear overview of the financial framework for the project and correspond to its aims and content.

4.4. Plan for activities, visibility and dissemination
A milestone plan (activities) for the project should be presented in the application form (eSøknad). The project description should also contain a detailed description of the schedule and milestones supporting efficient realization of the project.

4.5. Plan for implementation
Provide a description of the potential for implementing and / or translating results from the research project into practice within a realistic time frame. Describe any dependencies e.g. to development of competency and/or technology in other areas, which will contribute to implementation of the results.

5. User involvement

User involvement should provide added value to the research project. By user involvement in research, it is understood that users are involved in the research project, not as an object of study, but as advisors, collaborators / partners or by being included as representatives or observers in research groups or other organisations that facilitate research and makes decisions about research.

- Describe the added value of user involvement in the proposed project
- How are users involved in the planning and implementation of the project?

6. Ethical considerations

Describe any ethical consideration associated with the proposed research project, and how these will be handled. If there are no ethical issues, this should be explained here.

7. References

The list of references should refer to literature supporting the academic content of the project.

General advice:
- The applications will be reviewed by external, independent members of a peer-review committee. Thus, it is important that the project is presented in a clear and structured manner in the project description, which is a central document in the review of an application.
- It is important to stick to the format requirements. An application can be rejected if the project description is too long, written in Norwegian etc.
- Avoid extensive use of abbreviations, technical jargon etc.
- Describe the activities/tasks of any scientific positions in detail.